

**Appendix 1 - Counter Fraud & Investigation**  
Counter Fraud Work Plan

Risk area	Tasks	Planned for	Current status	Responsible CFID Officer	Completed Activity Date
Council-wide	Fraud risk matrix assessment to be delivered to all service areas	Oct – Dec 2018	Has been presented to Audit Committee and Director of Finance. Meetings will now be booked with Directors and relevant management with business areas	Daniel Helps	
Council-wide	UK Bribery Act (UKBA) Compliance Review. A questionnaire will be distributed to all Managers to ensure UKBA compliance.	October 2018	Questionnaire now developed and being tested before being circulated across the council.	Michael Dineen	
Council-wide	Counter Money Laundering (CML) Compliance Review. A questionnaire will be distributed to all staff to ensure CML compliance.	October 2018	Questionnaire now developed and being tested before being circulated across the council.	Michael Dineen	
Proactive Fraud Drives	Conduct proactive activity to disrupt and detect fraud affecting the council.	Throughout 2018/19	Proactive work continues to be undertaken across the high-risk areas. Monthly meetings are taking place with housing to arrange pro-active	Michael Dineen	

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			operations		
Investigation Review	Review of insider threat investigations with Human Resources to review action and learning points	Throughout 2018/19	Meetings booked once an insider threat is identified. A monthly meeting also takes place between CFID and HR Single Point of Contact.	Daniel Helps	
Fraud Awareness Training	Training to be delivered to high risk areas – housing officers, housing allocations, temporary accommodation and right to buy	Ongoing to March 2019	Training now being booked with assistance from CFID business support team.	Michael Dineen / Nicola Spencer	
Assistance to Social Care	Assistance in relation to No Recourse to Public Funds	Ongoing throughout 2018/19	CFID are providing an immediate response in NRPF cases where suspicion is identified by caseworks. This has been successful so far with a number of savings being made.	Nick Coker	